

**APPROVE THE PARTICIPATION OF JAMES MONROE ELEMENTARY SCHOOL IN AN
EDUCATIONAL TOUR TO WASHINGTON, DC AND AUTHORIZE TRAVEL EXPENSES RELATED TO
THE PROGRAM**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Approve the participation of forty-two (42) 8th grade James Monroe Elementary School students on an educational tour of Washington, DC from May 17, 2004 through May 21, 2004, and authorize travel expenses related to the program, if any.

USER: James Monroe Elementary School
3651 W. Schubert Avenue
Chicago, Illinois 60647
(773) 534-4155
James P. Menconi

PROGRAM: An educational 5-day tour of Washington, DC.

EDUCATIONAL VALUE/OUTCOMES: The purpose of this field experience is to:

- Provide pupils first hand experience about the working of the three branches of government in a democracy.
- Develop pupil understanding and appreciation of the responsibilities and rights of citizenship in a democracy.
- Further pupils' awareness of themselves and the possibilities of their own influence and contribution to society.
- Motivate pupils to further their education and develop their talents to better serve, themselves, their families, community and Country.
- Give pupils a "real life" opportunity to develop skills individually and as a group, to set goals, develop action plans and strategies, make decisions and choices to accomplish goals.
- Enhance pupils' study of American History, and the U.S. Constitution.

TRAVEL ARRANGEMENTS/TRIP INFORMATION: Arrangements for this program are being made by Educational Tours, Inc. – Vendor #15208. A detailed itinerary and insurance information are attached.

COST: The per pupil cost is \$615.00 which includes transportation, meals, hotel accommodations, health and accident insurance, admission fees, and chaperones. The cost will be paid by an allocation of \$11,500.00 from State Chapter 1 Funds and moneys raised through fund-raising activities so that no pupil would be excluded for financial reasons.

CHAPERONES: Supervision of students will be provided for this program pursuant to Board Report 03-0527-PO01 ("Policy on Student Travel"), including the proper ratio of students to adults.

Traveling with students will be Spyridoula Manis (coordinator), Betty Anderson (teacher), Cynthia Lung (teacher), Sandra Wadington (teacher), Michael Duewell (teacher), Glenda Mendoza (teacher), and Robert Fletcher (counselor).

PARENTAL CONSENT: Written parental consent and release forms for each student are on file at James Monroe Elementary School.

AUTHORIZATION: Authorize the President and Secretary to execute any travel agreements necessary for this program.

AFFIRMATIVE ACTION: Not applicable.

LSC REVIEW: This activity was approved by the LSC for James Monroe Elementary School on October 21, 2003.

FINANCIAL: Charge to James Monroe Elementary School \$11,340.00 Fiscal Year 2004
Budget Classification: 4850-234-703-6218-5500 Source of Funds: State Chapter 1

GENERAL CONDITIONS:

Inspector General – Each party to any agreement shall acknowledges that in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board’s Indebtedness Policy adopted July 26, 1995 (95-0726-EX3), as amended from time to time shall be incorporated into and made a part of any agreement.

Ethics – The Board’s Ethics Code adopted September 27, 1995 (95-0927-RU3), as amended from time to time shall be incorporated into and made a part of any agreement.

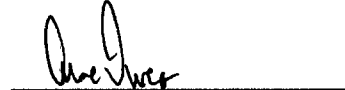
Contingent Liability – Any agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



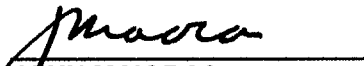
BARBARA EASON-WATKINS
Chief Education Officer

Approved:



ARNE DUNCAN
Chief Executive Officer

Noted:



JOHN MAIORCA
Chief Financial Officer

Approved as to Legal Form: *Man*



RUTH MOSCOVITCH
General Counsel